

QUESTIONS RECEIVED TO RFP 2132
Disparity Study for the
City of Milwaukee and MMSD

- 1. With only four (4) months to complete utilization, availability and disparity, in what format (hard copy or electronic) will the data be available for collection? If hard copy data, where is the data stored and how accessible is it?**

MMSD Response:

Purchase order information is available electronically via MMSD's financial system which can be exported for analysis into Excel.

City's Response:

Some data may be obtainable through the City's FMIS system but some of the data may be in hard copy files. Hard copy contract files are stored in the Business Operations Division in City Hall.

- 2. In order to identify a statistical sample of contracts typically awarded by the City and MMSD, how many total contracts were awarded for each business category during the study period?**

MMSD Response:

Total number of contracts by category for the study period:

TOTAL CONTRACTS AWARDED						
	2005		2006		2007	
PO CLASS	COUNT	AMOUNT	COUNT	AMOUNT	COUNT	AMOUNT
Architectural & Engineer	26	\$ 19,362,280.00	7	\$ 3,082,620.00	21	\$ 11,617,736.00
Construction	10	\$ 45,940,395.00	16	\$ 130,113,271.00	14	\$ 147,926,569.00
Professional	136	\$ 10,290,570.98	128	\$ 5,604,124.59	142	\$ 5,380,526.11
General	355	\$ 2,336,554.62	257	\$ 2,476,102.00	189	\$ 4,544,576.72
Commodity	208	\$ 2,469,694.22	184	\$ 2,077,150.00	188	\$ 2,810,858.00
TOTALS	735	\$ 80,399,494.82	592	\$ 143,353,267.59	554	\$ 172,280,265.83

City's Response:

Formal contracts were awarded as follows:

Year	DPW (Construction)	Procurement Services (Goods and Services)
2005	132	288
2006	126	339
2007	133	304

3. Will engineering contracts be included in the professional services category or will they be separate?

MMSD Response:

Architectural & Engineering contracts are in a separate category from the professional service contracts.

City's Response:

Engineering contracts will be included in the professional services category.

4. Can the City and MMSD provide a list of business categories and the type of services provided for each category?

MMSD Response:

Categories include:

- Architectural & Engineering
- Construction
- Professional Services
- Commodities
- General Services.

City's Response:

The categories that will be used for this study should be consistent with the categories used for the EBE Effectiveness Study. These categories are 1) goods and services, 2) professional services and 3) construction.

5. Should Sections 2.3 and 2.4 in the Scope of Services be priced separately?

The Cost Proposal Worksheet (Attachment D to the RFP) should be filled out and submitted as indicated on the form.

6. Does the Milwaukee Metropolitan Sewerage District maintain SWMBE subcontractor data?

Yes, the District does maintain sub-contractor and sub-consultant award information on Architectural & Engineering and Construction awards.

If so, how are those records maintained? (i.e. electronic vs. hard copy) If maintained electronically, what systems are being utilized to maintain the data?

Architectural & Engineering and Construction subcontractor award information is maintained in Excel spreadsheets starting in the year 2003 to the present.

7. Does the City of Milwaukee or the Milwaukee Metropolitan Sewerage District have an expectation of the consultant to reconstruct subcontractor data that is not present in the records currently being maintained?

Both the City and MMSD expect the consultant to reconstruct subcontractor data not present in current records.

8. How many purchase orders were issued last year for the Milwaukee Metropolitan Sewerage District?

554 purchase orders were issued in 2007.

9. What is the status of the City of Milwaukee and the Milwaukee Metropolitan Sewerage District retrievable contract and payment data for the past five years (i.e., Hard copy or electronic files)?

MMSD Response:

Retrievable contract and payment data is available electronically for the past five years. Actual payment information to sub-contractors and sub-consultants on construction, architectural & engineering, and professional service contracts is more difficult to retrieve and will require a combination of hard copy compilation and electronic retrieval.

City's Response:

Some data may be obtainable through the City's FMIS system but some of the data may be in hard copy files.

10. What is the name of the financial department/accounting database used to make vendor payments for the City of Milwaukee and the Milwaukee Metropolitan Sewerage District?

MMSD Response:

Lawson Software is the ERP system utilized by MMSD.

City's Response:

The City's Financial Management Information System is Peoplesoft.

11. How many certified EBE or SWMBE firms does the City of Milwaukee or the Milwaukee Metropolitan Sewerage District have?

MMSD Response:

The MMSD Small Business certification process requires verification that the business' gross sales are less than \$2.5 million in the most recent fiscal year. MMSD has 198 certified Small Business Enterprises as of June 2008.

The District recognizes the following MBE/WBE certifications.

Wisconsin Department of Commerce Bureau of Minority and Women Business Development.

The District will recognize this organization's certified minority-owned businesses.

<http://commerce.wi.gov/BD/BD-MinorityandWomen.html>

Wisconsin Department of Commerce, Bureau of Minority and Women Business Development.

The District will recognize this organization's certified of Women Owned businesses.

<http://commerce.wi.gov/BD/BD-MinorityandWomen.html>

Wisconsin Department of Transportation.

The District will recognize certifications of Disadvantaged businesses by the Wisconsin Department of Transportation, provided they reflect minorities or gender.

<http://www.dot.wisconsin.gov/business/engrserv/dbe-main.htm>

Wisconsin Department of Transportation.

The District will recognize certifications of Minority Owned businesses by the Wisconsin Department of Transportation.

<http://www.dot.wisconsin.gov/business/mbe/application.htm>

Milwaukee County.

The District will recognize Milwaukee County Disadvantaged Business Enterprise certifications, provided they reflect minorities or gender.

<http://www.county.milwaukee.gov/CertificationService12282.htm>

Wisconsin Minority Supplier Development Council.

The District will recognize this organization's certified minority-owned businesses.

<http://www.suppliercouncil.org/certification.html>

Small Business Administration.

The District will recognize certifications of Small Disadvantaged Businesses by the Small Business Administration, provided they reflect minorities and gender.

<http://www.sba.gov/services/contractingopportunities/certifications/index.html>

Other certifications may be recognized by the District's SWMBE Coordinator upon request.

City's Response:

As of June 25, 2008, the City has 292 certified EBE vendors.

12. Have any of the City of Milwaukee or the Milwaukee Metropolitan Sewerage District had a challenge to any of its existing programs?

Both the City and MMSD have had challenges to their programs.